



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Monday, August 13, 2018

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
James Boyd	Aldersperson	Present	
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

1. Approval of Board of Public Works July 9, 2018 Meeting Minutes.

Aldersperson Carpenter moved to approve the July 9, 2018 Board of Public Works meeting minutes, Aldersperson Hansen seconded the motion. Upon vote the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

2. Discuss West Business Park & Honeysuckle Pond System.

Eric Rakers, City Engineer, stated that staff had been requested to bring discussion to the Board regarding drainage of the West Business Park Ponds. He said that there have been several rain/snow melt events that have occurred where the pond surface has increased and several properties have experienced high sump pump run times. Three property owners have contacted the City regarding this, including: 1743 Bridgeport Lane, 2260 Samantha Street, and 1744-1746 Maxwell Court. Storm water from these properties ultimately discharges to a series of ponds along the West Business Park, the pond at Honeysuckle Circle, and to the Ashwaubenon Creek.

Discussion followed. Mayor Walsh moved to open the meeting to allow public input at 8pm. Aldersperson Raasch seconded the motion. Upon vote, the motion passed unanimously. Dennis Collins on Bridgeport stated that he has had problems since heavy run off of 3 ½ inches in 2015. In April, with 30 inches of snow, his sump pump was running every ten seconds. He thinks that the new construction south of him is adding to the problem. Dennis Collins stated that he pumped for 5 weeks, 30,000 gallons a week. He bought transfer pumps so that he could replace them efficiently. He expressed concern for the cost of clay dams. Andrew and Kimberly Smithson on Samantha stated that their basement flooded in 2015 and cost them \$18,000 to restore their finished

basement and replace 6 burned out sump pumps and re-landscape. They are concerned about losing their insurance should it flood again. They also asked for better communication with the City when the ponds may rise. They expressed concern over maintenance of the ponds, keeping debris away from the outlet pipes. Eric Rakers stated that the City has been checking the pond outlets and cutting trees and brush at the outlets this past year. He stated that the ponds are designed to rise when there are heavy rains. Mayor Walsh moved to return to regular session at 8:25pm, Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously and the meeting returned to regular session. The Mayor explained that this will take time to see if the suggestions improve the situation. The City's improvements are budgeted for 2019.

RESULT:	DISCUSSED
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3. Consider Request for Installation of Terrace Walks on Reid Street.

Eric Rakers, City Engineer, explained that the City had received a request for installation of A terrace walk at 648 Reid Street. The walk will be made of pavers.

Mayor Walsh moved to approve the installation of the terrace walk with the cost for installation, maintenance and future replacement to be paid by the property owner at 648 Reid Street, Alderperson Raasch seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

4. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for 1134 Stine Way.

Eric Rakers, City Engineer, presented the preliminary resolution for special assessment for storm sewer and/or storm lateral construction at 1134 Stine Way in response to a request by the homeowner.

Mayor Walsh moved to adopt the preliminary resolution and schedule a public hearing at the Board of Public Works meeting on September 10, 2018, Alderperson Raasch seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

5. Consider Preliminary Resolution for Special Assessment for Storm Sewer Main and/or Laterals for Legion Court.

Mayor Walsh explained that this item needed to be tabled as proper notification had not been made.

Alderperson Hansen moved to table the Preliminary Resolution for special assessment for storm sewer and/or storm lateral construction on Legion Court, Alderperson Boyd seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

6. Consider Rejection of Bid for Project 18-24 City Hall Ramp Masonry Repair.*

Eric Rakers, City Engineer, explained that this project was to take place simultaneously with Project 18-23 to fabricate and install a new hand railing after repairs were made to the concrete ramp. No bids were received for the hand railing making this project unfeasible. He also said that the concrete repair bid amount of \$29,360 was three times more than initial estimates.

Alderperson Raasch moved to reject the bid for Project 18-23, Alderperson Carpenter seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

7. Consider Award of Cleaning Contract for City Hall, PD and Community Center.*

Scott Thoresen, Director of Public Works, explained that the cleaning contract with Fox City Janitorial had been mutually terminated due to cleaning issues at three City buildings. Staff was recommending awarding the contracts to Cleaning Solution Services, which was the second low bidder. The cost for all three (3) buildings would be \$4,360.76 per month for a total of \$52,329.12 for the year 2018. Director Thoresen said that staff is also recommending adding flexibility to the contract to terminate/not renew for any or all locations, which would allow the city to not have to create a new contract over one building's problems.

Mayor Walsh moved to award the cleaning contracts for all three (3) buildings to Cleaning Solution Services at a cost of \$4,360.76 per month for a total of \$52,329.12 for the year 2018. Alderperson Hansen seconded the motion. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

IV. Future Agenda Items

A suggestion was made that the crosswalk lights at Broadway and Merrill need to last longer.

V. Adjournment

Mayor Walsh moved to adjourn, Alderperson Raasch seconded the motion. Upon vote, the motion passed unanimously and the meeting was adjourned at 8:45pm.

Respectfully submitted,
Pam Denis